

**NATIONWIDE
NATIONAL GUARD OF ARIZONA
HUMAN RESOURCE OFFICE
5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495
PHONE (602) 629-4832; DSN 853-4832
WEBSITE: www.azguard.gov/hro
EXCEPTED
TECHNICIAN VACANCY ANNOUNCEMENT**

ANNOUNCEMENT NUMBER: 09-541T OPENING DATE: 7-Jan-2010 CLOSING DATE: 8-Feb-2010-

POSITION TITLE, SERIES, GRADE, AND POSITION NUMBER:

SUPERVISORY AIR TRAFFIC CONTROL SPECIALIST, GS-2152-12, TC80328000, Capt/O3

APPOINTMENT FACTORS: OFFICER ☒

ENLISTED ☐

SALARY RANGE:

\$68,932.00-\$89,607.00 PA

SUPERVISORY ☒ MANAGERIAL ☐

NON-SUPERVISORY/NON-MANAGERIAL ☐

LOCATION OF POSITION:

107th Air Control Squadron, Luke AFB, Arizona

APPLICATIONS MUST BE MAILED OR HAND CARRIED TO: Human Resources Office, 5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495. Applications must arrive by close of business (1530 MST) on the closing date shown above. Applications postmarked on the closing date will be considered late and will not be accepted. The Human Resources Office will not accept applications that are mailed at government expense or forwarded through an internal mail system. Faxed applications will not be accepted. **Electronic applications are only accepted for those employees who are mobilized. NO BINDERS OR BOUND DOCUMENTS PLEASE.**

INSTRUCTIONS FOR APPLYING: Individuals applying for Excepted Technician positions may submit Optional Form 612 (Optional Application for Federal Employment), or a Resume. Whatever form of application that is chosen it must contain the Announcement Number, Title and Grade(s) of the job being applied for. Personal information must include full name and address (including ZIP Code), Day and evening phone numbers (with area code), Social Security Number, Country of citizenship and Highest Federal civilian grade held (also include job series and dates held). Education information must include: High School Name, city and State and dates of diploma or GED, Colleges or Universities Name, city and State, Majors type and years of any degrees received, and total semester or quarter hours earned (if no degree show total credits earned and indicate whether semester or quarter hours). Work experience information should be limited to either paid or nonpaid experience directly related to the position that the individual is applying for and must include: Job Title, Duties and accomplishments, Employers name and address, Supervisors name and phone number, starting and ending dates, hours per week and salary. In addition to the above described information, all applications should include AZNG Forms 335-1-R (Military Brief), and SF 181 (Ethnicity and Race Identification). Applications will be accepted without these forms. However, applications may not receive an adequate evaluation if these forms are not submitted. **Applications must contain a completed Optional Form 306 (Declaration for Federal Employment) and AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement).**

EVALUATION PROCESS: Each applicant must **FULLY SUBSTANTIATE** on their application how they meet the requirements listed in the specialized experience area; otherwise applicant will be considered unqualified for this position. Applications will be evaluated solely on information supplied in the application (OF 612) or resume. Experience will be evaluated based on relevance to the position for which application is being made. Include job titles, starting and ending dates (month and year), hours per week, salary, duties/accomplishments, employer(s) name and address, and supervisor(s) name/phone number and permission to contact.

CONDITION OF EMPLOYMENT: Prior to appointment into this position, selectee must be a current member of the Arizona Air National Guard, (107th ACS) and be able to qualify for the following AFSC: 13BXX

KNOWN PROMOTION POTENTIAL: Major/O4

Acceptance of this position requires participation in the Direct Deposit/Electronic Funds Transfer Program.

EQUAL OPPORTUNITY: The Arizona National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, membership or nonmembership in an employee organization or any other non-merit factor.

AREA OF CONSIDERATION: This position is in the Federal/Excepted Civil Service and is **open to current members and those eligible for membership in the 107th ACS, Arizona Air National Guard.** Individual selected will receive a Permanent Appointment subject to completion of a one year trial period. Acceptance of a Federal Excepted technician position of over 179 days in length will cause termination from the Selected Reserve Incentive Program (BONUS). Individual selected will be required to take a pre-employment medical screening which will be paid for by the Agency. **PCS funds are not authorized.**

NOTE: Applications must contain a completed Optional Form 306 (Declaration for Federal Employment).

NOTE: Applications must contain a completed AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement).

NOTE: Highly qualified applicants may be eligible for relocation/recruitment incentives of up to 25% of the base salary rate and an advanced in-hire rate dependent upon qualifications.

NOTE: Must possess or qualify to possess a TOP SECRET security clearance.

NOTE: Must be able to qualify as an Air Battle Manager. MCE, Stan/Eval, Training and Instructor Experience is desired.

NOTE: Must be able to pass a Class III ground based air traffic control flying physical.

NOTE: Prior to appointment to this position, individual must provide a current physical fitness assessment.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION:

Each applicant should fully justify on their application how they meet each KSA listed below using AZNG Form 335-2-R to reference the justification.

1. Experience as a qualified Instructor Air Battle Manager, Air Weapons Officer and/or Weapons Director.
2. Experience communicating effectively both orally and in writing.
3. First hand knowledge of Theater Air Control System Equipment, missions, capabilities, and operational requirements.
4. Experience presenting platform and positional academic instruction in a formal training setting.
5. Ability to administer USAF, NGB, MAJCOM, NAF and other HHQ instructions, policies and procedures to meet mission requirements.
6. Ability to provide technical and administrative support within all operations sections.
7. Ability to effectively and efficiently manage multiple projects concurrently.
8. Experience supervising fulltime and traditional staff.
9. Ability to provide leadership and guidance to faculty, staff, and students in a formal training environment.
10. Experience coordinating issues with HHQ agencies to include NGB, MAJCOM, NAF, Wing, etc.

SPECIALIZED EXPERIENCE: Individual must have 36 months experience which demonstrates ability to perform and supervise the highest, most difficult and complex flight control assignment duties; experience/training which provided a knowledge of air control laws, rules and regulations; experience which demonstrates the ability to provide the full range of command and control procedures associated with a ground based air control squadron; experience which indicates a general knowledge of the performance characteristics of a wide variety of aircraft; experience which demonstrates the ability to perform the full management and supervisory duties of an Air Battle Manager. Must possess a minimum of 5 years experience as a 1C5X1D or 13BXX.

BRIEF JOB DESCRIPTION: This position is for the Assistant Director of Operations and will report to the Director of Operations (DO) for administration and execution of plans and programs within the Operations Section. Selected applicant will oversee manning and programs within their assigned duties; to include the management of assigned Title 10 Active Duty Members, Title 32 Dual Status Military Technicians, Title 32 Active Guard and Reserve Members, Civilian Contractors and Drill Status Guardsmen (DSGs) working within their assigned areas of responsibility. This Supervisory position is only responsible to provide direct supervision of the Dual Status Technicians and the Title 32 Active Guard and Reserve Members assigned under them.

The Assistant Director of Operations (ADO) will oversee the Course Management of the Weapons Director School; which includes management of the Registrar, Training Development and Student Administration shops. All schoolhouse operational issues will be monitored and tracked by the ADO. The ADO will direct communication with HHQ on pertinent student issues as required. Additionally, the ADO will become the acting Director of Operations and assumes supervisory responsibility for the Operations Section in the absence of the DO.

This Operations Supervisory position will be responsible for all AF, AETC, CCAF and HHQ instructions and guidelines that govern the Operations Section. This ADO position is required to maintain their Instructor Air Battle Management BMC qualification and Academic certification at all times. Additional duties may be assigned as required.

SELECTING OFFICIAL: Major Lynda Lovell DSN 896-8107 or Commercial (623)856-8107.
